



The Preferred Provider Program consists of three (3) selling entities. Pursuant to Code of Maryland Regulations (COMAR) 21.11.05 a selling entity means Maryland Correctional Enterprises, Blind Industries and Services of Maryland or certified sheltered workshops. State Finance and Procurement Article §14-103 of the Annotated Code of Maryland provides a State or State aided or controlled entity shall buy supplies and services from a selling entity in the following order of priority:

- 1) Maryland Correctional Enterprises<sup>i</sup>
- 2) Blind Industries and Services of Maryland<sup>ii</sup>
- 3) A certified sheltered workshop<sup>iii</sup>

As stated in COMAR 21.11.05, each procurement agency shall procure available supplies and services from a selling entity that are included on the Master List. This requirement is mandatory regardless of the quantity needed. However, the selling entity must meet the procurement agency's reasonable specifications, as approved by the appropriate control authority, at a fair market price, as approved by the appropriate pricing authority. A procurement agency is not required to obtain a supply or service from a selling entity if its cost exceeds the budgetary allowance for the procurement. When a selling entity's price for needed supplies or services exceeds the funds available for the procurement, the procurement agency shall attempt to negotiate an acceptable price with the selling entity.

COMAR 21.11.05 also requires a selling entity to notify the procurement agency and the Secretary of General Services or designee if the requested supply or service can or cannot be provided within five (5) working days of receipt of an inquiry from a procurement agency. The Secretary of General Services or designee is to be notified of any unresolved dispute between a selling entity and a procurement agency with resolution by the Secretary or designee.

For additional information regarding the Preferred Provider Program contact:

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## **MARYLAND CORRECTIONAL ENTERPRISES**

Correctional Industries dates to the 19<sup>th</sup> century in Maryland. Maryland Correctional Enterprises (formerly State Use Industries) came into existence in the early 1940's. The modern era of MCE started in 1982 through the State Use Industries Act. In 1999, that Act was replaced by Correctional Services Article §3-501 through §3-528 of the Annotated Code of Maryland.

Maryland Correctional Enterprises is a self-supporting agency of the Division of Correction (DOC) within the Department of Public Safety and Correctional Services. Unlike other State agencies, operations are not funded by tax dollars through general fund appropriations. Success is dependent upon support from all branches of State government, dedicated MCE employees (both inmate and civilian), citizens of Maryland and valued customers. Due to this support, MCE has transferred \$8 million to the State's General Fund since Fiscal Year 2002. In Fiscal Year 2006, an additional \$1 million was transferred to the Department of Education.

There are also socioeconomic benefits as a result of supporting MCE. Training and employment of inmates substantially reduces recidivism. Idleness, which is a leading cause of violence and disruption in penal institutions, is also reduced. This leads to a safer work environment for DOC correctional staff and enhances security in institutions having a MCE presence. The prospect of obtaining employment with MCE further serves as a deterrent to disruptive behavior in the institutions, as employment eligibility requirements for inmates are to be infraction free for the preceding three-month period and to possess a high school diploma or G.E.D. Without basic academic skills, inmates are unable to benefit from their employment training. Therefore, MCE funds G.E.D. classes. In addition, an Employment Readiness Transition Program was implemented during Fiscal Year 2006.

Correctional Services Article §3-515 states a unit of State government shall purchase from Maryland Correctional Enterprises any goods or services that are available from Maryland Correctional Enterprises and that Maryland Correctional Enterprises can provide at a price not exceeding the prevailing average market price as determined by the Department of General Services. Quarterly, each unit that requires goods or services for its operations shall inform Maryland Correctional Enterprises of its anticipated orders during the next three (3) month period. This mandate is also referenced in State Finance and Procurement Article §14-103 of the Annotated Code of Maryland with the provision

a State or a State aided or controlled entity shall buy supplies and services from Maryland Correctional Enterprises, as provided in Title 3, Subtitle 5 of the Correctional Services Article, if Maryland Correctional Enterprises provides the supplies or services.

The sale of products and services produced by Maryland Correctional Enterprises is limited to the following:

- Units of State government and those of other states
- Political subdivisions of the State and those of other states
- Units of the federal government
- Non-profit organizations within Maryland
- As permitted under the Private Sector/Prison Industry Enhancement (PIE) Certification Program of the U.S. Bureau of Justice Assistance
- A contractor or subcontractor in performance of a contract with a unit of State government or any other governmental unit in the State.
- Sales on the open market to a person for national defense purposes if not prohibited by an act of Congress
- Sales on the open market if they are surplus goods remaining after meeting the forecasted requirements of units of State government and political subdivisions and the goods remain unsold one (1) year after being produced.
- Sales on the open market if they are produced or provided by an individual on parole or in a work release program.

The Maryland Correctional Enterprises Products and Services Catalog serves as the MCE Master List. This catalog is available online at: <http://www.mce.md.gov>



## **Blind Industries and Services of Maryland**

Created by the Maryland General Assembly in 1908 and originally named the “Maryland Workshop for the Blind”, Blind Industries and Services of Maryland (BISM) was “open for the labor and manufactures of all blind citizens of Maryland over eighteen years of age, who can give satisfactory evidences of character and of their ability to do the work required of them.”

From this inauspicious beginning, BISM has grown into a nationally recognized, multi-faceted organization offering cutting edge vocational rehabilitation programs, state-of-the-art computer assisted textile cutting operations, sewn product manufacturing, production/packaging of paper products/janitorial supplies, retail establishments on military bases, and snack and beverage vending services. In all of these organizational areas, BISM offers hundreds of excellent employment opportunities to Maryland residents who are blind.

Four manufacturing and assembly operations—with two locations in Salisbury, one in Baltimore and another in Cumberland—feature two state-of-the-art computerized cutting operations, which cut and prepare fabric used in sewing many different types of uniforms used by the United States military. Office supplies, Navy neckerchiefs, cleaning supplies, personal care kits for prison-inmates, and tote bags are just a few of the items manufactured or assembled in these facilities.

Through participation in the Base Supply Center (BSC) Program, BISM operates five retail establishments on military bases. In the nationwide BSC system, these Base Service stores are hailed as second to none. They supply members of the United States military with everything from snacks and aspirin to dress uniforms and lawn tools.

The BISM Vending Services (BVS) maintains, distributes, and stocks a wide variety of vending machines throughout the State of Maryland. The majority of the BVS's staff of 34 is blind. All Associates in this division have been trained in the skills needed in vending sales to succeed. This allows them the experience needed to meet and/or exceed our various customer requirements. BVS is privileged to have an excellent team of dedicated and capable Associates.

An innovative training program is vital to the continued success of any organization. BISM believes there is always room for improvement. We continuously search for new training programs to benefit our Associates. Leadership training, workplace safety programs, and absolute quality management are just a few of the training initiatives currently being undertaken.

## **MISSION:**

At Blind Industries and Services of Maryland, our mission is to provide quality services, training and stable employment opportunities to blind adults while maintaining our core values of honesty, integrity, trust, teamwork, independence, open communication, belief in the capabilities of blind people, personal and professional growth, pride in accomplishment, dignity, and self-esteem.

## **VISION:**

Our vision is to be a nationally recognized business and training resource center whose team provides evolving opportunities for our Associates. We are committed to maintaining the highest level of trust and integrity while conducting business with individuals, organizations, industry, and federal and state governments. We are committed to conducting business lawfully and ethically. We are committed to remaining accountable for our decisions and actions. The primary goal of BISM is to provide quality services, training, and stable employment opportunities to blind adults.

State Finance and Procurement Article §14-103 of the Annotated Code of Maryland provides a State or a State aided or controlled entity shall buy supplies and services from Blind Industries and Services of Maryland if they provide the supplies and services; and if Maryland Correctional Enterprises does not provide the supplies or services. BISM may also offer their products and services to other political subdivisions, the federal government and on the open market.

As authorized in State Finance and Procurement Article §14-104, the Blind Industries and Services of Maryland Pricing Committee establishes the price of supplies and services at fair market. Fair market price is defined in Code of Maryland Regulations (COMAR) 21.11.05.04.B.(2) as the current average market price.

Blind Industries and Services of Maryland statewide Blanket Purchase Orders (BPOs) serve as the BISM Master List. In addition to those items listed in the BPOs, vending services are also part of their Master List. These statewide BPOs are available online at: [http://dgsweb.dgs.state.md.us/activeBPO/comm\\_statepp.html](http://dgsweb.dgs.state.md.us/activeBPO/comm_statepp.html)



## **CERTIFIED SHELTERED WORKSHOPS**

According to State Finance and Procurement Article §14-101 of the Annotated Code of Maryland, a Sheltered Workshop means an agency that is organized under the laws of the United States or the State. Certification is through the Wage and Hour Division of the

United States Department of Labor. Accreditation is by the Division of Vocational Rehabilitation of the State Department of Education.

A Sheltered Workshop (community service provider) is operated in the interest of individuals who have a mental or physical disability, including blindness that constitutes a substantial handicap to employment and prevents the individual from engaging in normal competitive employment. The net income of a community service provider does not inure wholly or partly to the benefit of any shareholder or other individual.

State Finance and Procurement Article §14-103 mandates the State or a State aided or controlled entity shall buy supplies and services from a sheltered workshop if a community service provider provides the supplies or services and neither Maryland Correctional Enterprises nor Blind Industries and Services of Maryland provides the supplies and services. The State or State aided or controlled entity also must not be required by law to buy the supplies or services from any other unit of the State government. Community service providers may also offer their products and services to other political subdivisions, the federal government and on the open market.

As authorized in State Finance and Procurement Article §14-106, the Pricing Committee for Rehabilitation and Employment Programs (Committee) establishes the price of supplies and services at fair market. The Committee also establishes other criteria for contract award. For example, each community service provider must maintain a 75% to 25% ratio of individuals with disabilities to individuals without disabilities based on total hours of direct labor allocated to the contract. There are exceptions as approved by the Committee on an individual contract basis. The Committee on an individual contract basis allows subcontracting.

In accordance with State Finance and Procurement Article §14-108, the Secretary of General Services has designated Maryland Works, Inc. (MD Works) as the coordinating entity to facilitate the distribution of procurement contracts for supplies and services among community service providers. State or State aided or controlled entities are to contact MD Works, rather than directly contacting a community service provider. MD Works may be contacted at:

10270 Old Columbia Road, Suite 100  
Columbia, MD 21046  
Telephone: (410) 381-8660  
Fax: (410) 381-1558  
email: [mwi@mdworks.com](mailto:mwi@mdworks.com)  
website: [www.mdworks.com](http://www.mdworks.com)

## **MASTER LIST**

- Assembly
- Brush Removal

- Cafeteria/Foodservice
- Carpet Installation
- Catering Service
- Central Facilities Management/Facilities Management
- Courier Service
- Document Imaging/Optical Scanning/Micrographics
- Dune Re-Vegetation/Reforestation
- Fulfillment Service
- Furniture Cleaning
- Janitorial Service
- Labor/Manpower/Temporary Services
- Landscaping/Horticulture (Complete Service)
- Lawn Mowing Service
- Liter Pick-up and Policing Service
- Mailing (Complete Mail-House Capabilities)
- Packaging/Shrink Wrapping
- Painting
- Pest Control Service
- Photocopying/ Quick Copy
- Pressure Washing
- Recycling & Record Destruction
- Sewing Projects
- Snow Removal
- Toner Cartridge Recovery & Remanufacturing
- Wood Stakes

**Note:** Prices for the above are approved by the Committee on an individual contract basis in accordance with Code of Maryland Regulations (COMAR) 21.11.05.03.

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